



Village of  
Lake Isabella

1010 Clubhouse Drive  
Lake Isabella, MI, 48893

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**POSITION OPENING  
PART-TIME WORKER  
DEPARTMENT OF PUBLIC WORKS**

The Village of Lake Isabella is currently seeking individuals to serve as part-time workers in the Department of Public Works. Performs general labor in support of a wide range of public works projects to maintain and upgrade the Village's infrastructure. Activities range from roadwork, grounds keeping, facilities maintenance and related work.

**Salary:** \$12.00/ hour

Max. 28 hours per week April through mid-October & Max. 20 hours per week mid-October thru March – flexible scheduling

**General Job Duties:**

Provides manual labor in support of the regular maintenance and special projects related to Village streets, parking lots, and related infrastructure. Labor may involve patching, curb repair and construction, snow and ice removal, traffic sign repair or replacement, pavement markings, street sign maintenance/installation, and other projects as assigned.

Provides manual labor in support of general grounds keeping and special landscaping projects including mowing, trimming, planting, tree trimmings and removal, chipping, leaf pick-up, brush pick-up, storm clean-up and other activities as required.

Handles light plowing and de-icing duties during the winter season. Under adequate supervision, operates vehicles and trucks of various sizes and weights and a variety of public works equipment such as loader, chainsaw, tractor, mower, blower, and others.

Represents the Public Works Department by establishing and maintaining effective relationships with the public and other employees. Responds to public inquiries and refers complaints to Village Hall.  
Perform other duties as assigned or required.

**Minimum Job Requirements:**

Must possess a valid Michigan's License;

Must possess a high school diploma or equivalent.

An employee in this position spends the majority of their time in the field at various public works project sites. This may include sites with treacherous terrain, requiring the employee to traverse uneven ground, access confined spaces, climb up or crawl down, and may involve fumes, dust, chemicals or other hazardous materials, loud machinery and equipment and other dangers associated with construction sites and public works maintenance activities.

While performing the duties of this job, the employee is regularly required to communicate with others, in person and by radio and travel to other locations. The employee's environment can range from an office or garage setting to highly precarious situations.

**How to Apply:**

Applications may be obtained and submitted to the Village Hall, 1010 Clubhouse Drive, Lake Isabella, MI. The position is open until filled.

The Village of Lake Isabella is an equal opportunity employer and all qualified employees will be given full consideration.

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